

Town of Ellington Zoning Board of Appeals Application

Application must comply with all required elements of the Ellington Land Use Regulations		Application #
Type of Application: <input type="checkbox"/> Variance <input type="checkbox"/> Appeal of Decision <input type="checkbox"/> Auto Dealer's or Repairer's License		Date Received

Applicant's Information Petitioner's Name: _____ Mailing Address: _____ _____ Telephone: _____ All notices will be mailed to the applicant unless otherwise requested.	 Owner's Name: _____ Mailing Address: _____ _____ Telephone: _____ Owner's Signature _____
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Property Description: Street Address _____ Assessor's Parcel Number: APN _____ - _____ - _____ Zone Classification: _____ Public Water: <input type="checkbox"/> Yes <input type="checkbox"/> No Public Sewer: <input type="checkbox"/> Yes <input type="checkbox"/> No Is the parcel within 500' to any municipal boundary? <input type="checkbox"/> Yes <input type="checkbox"/> No Are there any wetlands/watercourses within 100' of site (or within 250' of Shenipsit Lake Drainage Basin)? <input type="checkbox"/> Yes <input type="checkbox"/> No Previous Appeals related to this property? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, specify date _____

Requesting a Variance to Zoning Regulations
Section: _____
Written Description of the Variance or Appeal of Decision: (Attach additional sheet if needed) _____ _____ _____
Hardship: Describe hardship and indicate why other options are unacceptable. (For Variance Application only) _____ _____ _____ _____
<div style="display: flex; justify-content: space-between;"><div>_____</div><div>_____</div><div>_____</div></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div>Date</div><div>Printed Name of Petitioner</div><div>Signature of Petitioner</div></div>

INSTRUCTION FOR APPLICATION: Ellington Zoning Board of Appeals

1. Submit to the Planning Department, Town Hall, 57 Main Street, Ellington, CT 06029, **15 business days** prior to the posted meeting date. A list of scheduled meeting dates is maintained in the Planning Department and the Town Clerk's Office.
 2. All items must be answered and attachments must be submitted or the application will be considered incomplete and returned.
 3. One copy of the application and twelve (12) copies of site plan must be filed.
 4. The application must be typewritten or printed clearly in ink and legible.
 5. **The applicant (and owner, if different) must sign the application.**
 6. *An application fee (PLEASE SEE FEE SCHEDULE) plus the State mandated surcharge applicable at the time of submission shall be submitted with the application.*
 7. A Class A-2 Survey Map of the subject property must be submitted with this application and shall include the following:
 - Street lines(s)
 - Property lines (including lengths and directions)
 - Easement lines (including type, owner and width)
 - Current building lines (front, side, rear)
 - Current zone designation
 - Land Area (in square feet)
 - Assessor's Parcel Number
 - Zone Boundary lines and appropriate distances from subject property to same
 - Existing buildings and structures on site
 - Distances from the subject property to buildings, etc., on adjacent properties
 - North arrow
 - Adequate title block to properly identify the subject property
 - Other information needed to properly establish the physical characteristics of the property in question as deemed appropriate by Zoning Board of Appeals and/or Town staff
- The requirement for an A-2 Survey may be waived by the Zoning Board of Appeals at their discretion. The Zoning Board of Appeals reserves the right to request an A-2 Survey if they feel it is necessary.
8. The legal description of the property to include the Assessor's Parcel Number must be submitted with the application. This may be obtained from the Town Clerk or Assessor.
 9. The applicant, or his knowledgeable representative, must be present for the Public Hearing. Written notice of the time, date and place of the hearing will be mailed to the applicant, unless otherwise specified.
 10. Notice shall be sent by the applicant to all properties within 100' in all directions, by US Postal Office Certificate of Mailing. **Receipts shall be delivered to the Planning Department, no later than ten days prior to the scheduled public hearing.** A list of the adjoining property owner's names and mailing addresses shall be submitted with the application. The Assessor can assist the applicant during normal working hours in compiling the names and addresses of property owners to all properties within 10'. Telephone requests for this information cannot be processed.
 11. Inquiries regarding this application may be directed to the Planning Department at 860/870-3120.